

RESPONSES TO BIDDERS QUESTIONS – RFP #2146 – AMENDED OON 8/1/2013

4.0 Proposal Requirements and Company Qualifications

Question:

RFP #2146 – Section 4.10 part D and 4.11: the Offeror wanted an explanation on section 4.10 part D on whether 4.11 is similar to what is asked for in 4.10D; was there a typo having the statement twice or is there two different requests.

Answer:

On RFP #2146, 4.10 d: requests information related to the last three previous and current service/contracts performed by the Offeror. 4.11 is requesting this same information for the proposal you are submitting for funding.

Question:

RFP #2146 - Section 4.6: An Offeror asked the question how can you identify who to get partnership letters of agreement from when it is not yet known who will receive the other CJI contracts, and are we expected to get letters of agreement with agencies when the extent of our working relationship will simply be making referrals for medication monitoring?

Answer:

The proposal needs to identify the continuum of care that will be provided under the CJI initiative. This would include any partnerships with community entities to provide the needed services. The Offeror needs to determine which entities would be included in the continuum of care.

Question:

RFP #2146 – Section 4.2: An Offeror asked the following questions: with regard to hiring staff to work with this particular population having both mental health and substance abuse issues as well as criminogenic ratings what specific certification or licensure requirements will be needed by prospective applicants; what level of education will be needed for future employees and if new hires are expected to work with levels 2, 4, 6, and 8 do they need a background in criminal justice, mental health and addictions; and if individuals cannot be found to bring on board in a timely manner to work with this population will there be a waiver period initiated

allowing them to be hired on the basis of a particular license (mental health or substance abuse) and given a period of time to finish training and or certification/licensure in the other areas?

Answer:

Current certification as an alcohol and drug professional and/or licensure as a mental health professional are sufficient to perform the functions detailed in the RFP (within ones scope of practice). There are no requirements for staff to be dually credentialed. Training in the Cognitive Based Interventions for Substance Abuse Treatment curriculum will be required as well as any other training requirements based on other curriculum selected by the provider

3.0 Scope of Work

Question:

RFP #2146 – Section 3 – Scope of Work: an Offeror who is both an Inpatient and Outpatient facility raised a question about referral; whose screening results would indicate the need for Inpatient treatment. It was the Offeror's understanding that funding for the Inpatient Treatment would not be available under this program, and that an individual would need to access either private insurance benefits or apply for state indigent funding.

Answer:

The LSI – R screening instrument will be completed by the criminal justice system. The score on the LSI-R will be used to determine whether additional screening/assessment needs to be conducted related to behavioral health issues. If so, a behavioral health provider will conduct such screening/assessment and make recommendations regarding treatment.

Funding related to the RFP is for outpatient treatment. Inpatient treatment needs and funding are not part of the RFP and will be determined outside of this process.

Question:

RFP #2146 – Scope of Work: An Offeror asked if the can use their current Intensive Outpatient Treatment curriculum currently used for Division contract services for groups 3 & 4.

Answer:

An evidence-based or evidence-informed program must be used for these services. SAMHSA's (Substance Abuse & Mental Health Services Administration) National Registry of Evidence-Based Programs and Practices is one resource that can be used to determine whether your

current curriculum is evidence-based. Information must be provided indicating that the curriculum is evidenced-based or evidenced informed.

Question:

RFP #2146 – Section 3.1: An Offeror asked the following questions: What additional screening tools other than the LSI-R will be used in determining placement in the rural and urban programs; will previous scores on tests that measure psychopathy play a role in assigning a service level; will individuals have a risk/needs assessment prior to being released into the community; and will there be extra safety precautions for treatment providers providing services to individuals in Group 8 that are being released into rural communities?

Answer:

The LSI – R screening instrument is completed by the criminal justice system and measures many facets of risk and need. The score on the LSI-R will be used to determine whether additional screening/assessment needs to be conducted related to behavioral health issues. If so, a behavioral health provider will conduct such screening/assessment and make recommendations regarding treatment. The Offeror must identify the standardized screening and assessment tool(s) that would be used to identify the level of substance abuse and/or mental health issues.

The Offeror must describe how treatment coordination would occur for individuals in Groups 7 and 8, including how they will communicate with all involved entities. This may include communicating information regarding safety concerns to the criminal justice system.

Question:

RFP #2146 – Section 3.3: An Offeror asked the following questions: will all currently employed chemical dependency counselors be permitted to conduct assessments and screenings as well as provide treatment or make referrals with individuals in groups 2, 4, 6 and 8 or will only those holding a mental health license in addition to their substance abuse certification be able to see these individuals; will additional training on how to work with individuals who have been incarcerated be needed, and if so, who will provide this training; will therapists be required to work hand in hand with the individual parole or probation officer with regard to referral and treatment planning; and how many of the estimated 600 individuals being releases to urban and rural areas for treatment are sex offenders?

Answer:

Certified chemical dependency counselors will be permitted to conduct screenings and assessments and make treatment recommendations within their scope of practice. If additional

mental health assessment and diagnosis is needed, and is beyond the chemical dependency provider's scope of practice, a referral to a mental health provider would be required.

Training will be provided on the Cognitive Based Interventions for Substance Abuse Treatment curriculum.

The Offeror must communicate with the referring entity on a timely basis individual participation with programming information. The proposal must include details on how that information would be communicated, including both the method and timeframes. In addition, the Offeror must describe how treatment coordination would occur for individuals in Groups 7 and 8, including how they will communicate with all involved entities.

There are no estimates regarding the number of individuals that would be classified as sex offenders.

Question:

RFP #2146 – Section 3.13: An Offeror asked the following questions: will the agency be allowed to contract out drug screening services with local hospital emergency rooms or the VA emergency room to obtain serum blood alcohol a drug testing as well as regular random urinalysis collection; and will mandatory drug and alcohol testing PRT, urinalysis or blood draw be a requirement of those in all groups, 2,4,6,8, or only those in the more intensive portions of treatment?

Answer:

The RFP requires the Offeror to provide a plan to monitor the individual's use of alcohol and drugs while in the program. The Offeror can determine the best method for meeting this requirement.

Question:

RFP #2146 3.0 Scope of Work: An Offeror asks if an evaluation is needed, are we to submit a cost proposal for this service under the CJI contract or will this be provided with Division funding?

Section 3.12 states the proposal must detail a description of the evaluation components of the program. Separate funding will not be provided to cover the cost of the evaluation component so the Offeror should include this in their proposal.

Answer:

Question:

RFP #2146 Scope of Work: An Offeror asked since the University of Cincinnati curriculum is 38 sessions, is there a specific time period in which these sessions need to be completed.

Answer:

The Offeror needs to specify how the program would be implemented.

Question:

RFP #2146 Scope of Work: An Offeror asked since the University of Cincinnati curriculum is 38 sessions, is there a specific time period in which these sessions need to be completed.

Answer:

The Offeror needs to specify the length of the program and the numbers of hours of service that will be provided during each session.

7.0 Cost Proposal**Question:**

RFP #2146: Section 7.0 – Cost Report: An Offeror stated that the Cost Proposal asks for completion of Attachment #1 and asked if this mean you do not require Schedule B (Revenues).

Answer:

The cost proposal that was originally listed on the website did not include all the areas that needed to be completed for Attachment #1. Subsequently an Excel Spreadsheet was emailed to all Offeror's that had submitted a letter of intent with all the required elements of Attachment #1 and was also posted on the DSS/RFP Website. Schedule B of the cost proposal must also be completed.

Question:

RFP #2146 – 7.0 Cost Report: Several Offerors asked the following question. In the past agencies have filled out similar forms for the Division of Community Behavioral Health, but in the past couple of years these forms were discontinued several years ago in favor of slightly revised forms that they have used more recently and that don't require as much information; specifically, the information required in 1010, 1020, and 1040). Can we submit these forms as a substitute for the forms required in this RFP.

Answer:

The cost report forms listed in the RFP must be completed, but the information is for the current RFP CJI project being proposed by the Offeror.

Question:

RFP #2146 – Section 7 – Cost Report: An Offeror asked whether the cost report should be for a 7 month period which is the length of the first years contract, whether the cost report should include all employees or just those that work directly with the client , and include costs such as rent insurance etc.?

Answer:

The cost report document attached to the RFP details what items should be included in the cost report. The cost report should be for a full year and include costs associated with the employees that will directly work on the project.